

Employee Post-Travel Disclosure of Travel Expenses

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PUBLIC RECORDS

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

2019 JUN 18 AM 11:15

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Japan Center for International Exchange

Travel date(s): May 25, 2019 - June 1, 2019

Name of accompanying family member (if any): _____

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	\$3,018.61	\$1,193.10	\$567.66	None
<input checked="" type="checkbox"/> Actual Amount				

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate				
<input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.):

Meetings and roundtables with leading policy experts on US-Asia relations and high-level government, civil society and private sector leaders

6/18/19

(Date)

Carolina Young

(Printed name of traveler)

[Signature]
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

6/18/19

(Date)

[Signature]
(Signature of Supervising Senator/Officer)

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Date/Time Stamp:

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will **not** be considered or approved. This form **must** be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Carolina Ferrerosa Young

Employing Office/Committee: Office of U.S. Senator Mark R. Warner

Private Sponsor(s) (list all): Japan Center for International Exchange

Travel date(s): May 25 - June 1, 2019

*Note: If you plan to extend the trip for any reason you **must** notify the Committee.*

Destination(s): Japan: Tokyo and Aichi

Explain how this trip is specifically connected to the traveler's official or representational duties:

Dr. Carolina Young is a policy advisor on the future of work. This will serve as a fact finding trip to learn more about Japan, an important economic partner, and its approach to the future of work and capitalism.

Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

6/18/19
(Date)


(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Senator Mark R. Warner hereby authorize Carolina F. Young
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

6/18/19
(Date)


(Signature of Supervising Senator/Officer)

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☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

Parliamentary Exchange has brought 400 Congressional and Diet members to each others'

Private Sponsor Certification - Page 2 of 4

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

JCIE is involved in various policy dialogues and research activities to promote analysis and discussion of critical issues facing Japan and the U.S.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	\$3430 (Airfare: \$2800, Train: \$200, Local: \$430)	\$1260 (\$210/night)	\$550 (\$100/day for 5.5 days)	N/A

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

This program is arranged specifically with regard to Congressional participation.

18. Reason for selecting the location of the event or trip

Tokyo offers the best access to leaders from the Japanese government and from various sectors of society. Aichi is one of Japan's main hubs for industry.

19. Name and location of hotel or other lodging facility:

Tokyo: Hotel New Otani

Aichi: Nagoya Tokyu Hotel

20. Reason(s) for selecting hotel or other lodging facility:

Tokyo: Affordable price, best suited for meetings with Japanese Diet Members & Staff

Aichi: Affordable price, appropriate meeting space, and accessible to site visits

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:
The expenses fall below the maximum per diem rates for Tokyo City and Nagoya as of 04/01/2019 as put forth on the State Department website

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:
Economy class airfare on commercial flights, economy equivalent on trains, minibus and taxi transport on location.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:
None

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor: _____

James Gannon, Executive Director

Name and Title: _____

Name of Organization: Japan Center for International Exchange (JCIE/USA)

Address: 475 Riverside Drive, Suite 731, New York, NY 10115

Telephone Number: 212.679.4130

Fax Number: _____

E-mail Address: jgannon@jcie.org

JCIE Congressional Staff Exchange Program Names and Titles of Senate Invitees

Senate Invitees

Philip "PJ" Austin, Legislative Assistant, Office of Senator Pat Roberts

Robert Gardner, Legislative Assistant, Office of Senate Minority Leader Chuck
Schumer

Carolina Young, Policy Advisor; Office of Senator Mark Warner



JAPAN CENTER
FOR
INTERNATIONAL
EXCHANGE, INC.
(JCIE/USA)

(米国法人) 日本国際交流センター

135 West 29th Street, Suite 303, New York, NY 10001
Tel: (212) 679-4130 Fax: (212) 679-8410
URL: <http://www.jcie.org>

April 8, 2019

Dr. Carolina Young
Policy Advisor
Office of Senator Mark Warner
703 Hart Senate Office Building,
Washington, DC 20510

Dear Dr. Young,

It is with great pleasure that I invite you to participate in the Japan Center for International Exchange's 2019 US Congressional Staff Exchange Program in Japan. This intensive weeklong study program will be held from May 25– June 1, and it will involve meetings with high-level government, civil society, and private sector leaders as well as briefings from leading policy experts in Japan.

We ask that participants arrive in Tokyo on Sunday, May 26, which requires departing from the United States on Saturday, May 25. At the end of the program, we plan for the group to leave Japan on Saturday, June 1, and arrive in Washington DC on the same day. JCIE will make all of the necessary travel arrangements. As a program participant, economy class airfare to Japan, domestic travel in Japan, lodging, meals, and all other program-related expenses will be covered by JCIE. Prior to the trip we will host a pre-departure briefing in mid-May.

As you know, JCIE, which is a New York-based 501(c)(3) nonprofit organization, is the sponsor of the program, and the program is made possible by funding provided by the Japan-US Friendship Commission, a US federal agency.

My colleague Stephen Mchugh will be in touch with you later regarding ethics forms, travel details, and similar matters. In the meantime, please do not hesitate to contact us if you need additional information. It is a very important time in US-Japan relations, and I feel that this year's program will be a particularly fascinating one. We are grateful that you can join the program and look forward to your participation.

Sincerely,

James Gannon
Executive Director

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Saturday, May 25

Sunday, May 26

16:15-17:45 Travel via-minibus to Tokyo, check in to Hotel New Otani

Monday, May 27

8:40-8:50 Bus from hotel to JCIE office

9:30-10:30 **“The Japanese Way of Politics”** [JCIE]
 Toshiaki Miura, Political and Diplomatic Correspondent,
 The Asahi Shimbun

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“Empowering Women in Japanese Politics”

[House of Representatives #1 Office Building]

Hon. Seiko Noda, Member, House of Representatives; former Minister of Internal Affairs and Communications

Discussion with one of the ruling party's most prominent women leaders on the challenges faced by women in Japanese politics, and on the potential for US-Japan collaboration over issues on women's leadership

18:00-18:30 Travel to restaurant [Chinese Restaurant Iwaen Kasumizaseki]

18:30-21:15 **Breakout Dinner Discussion on US-Japan Relations**

10~12 Foreign policy experts, young government officials, business leaders, and Diet staff

We will split up for small group discussions with English-speaking business leaders, foreign policy practitioners, and experts for dinner discussions on key issues in US-Japan relations. Many participants are drawn from the alumni of the "Tanaka Juku" study group on foreign policy issues.

Tuesday, May 28

8:00-9:15 **Breakfast Roundtable with Up-and-Coming Leaders in the Diet**
[Hotel New Otani]

3~5 Diet members

Roundtable discussion with Diet members on how Japanese legislators view US-Japan relations and what they feel the key priorities need to be.

9:30-9:50 Travel by taxi to Cabinet Office & pass security

10:00-11:00 **"Japan's Trade Policy and US-Japan Trade Relations"**
[Cabinet Office]

Atsuyuki Oike, Deputy Chief Negotiator of Governmental Headquarters for the TPP

Briefing on Japan's trade policy and the Japanese perspective on a potential US-Japan trade deal

11:15-11:45 Travel by taxi to Keidanren Headquarters

12:00-13:30 **"Japanese Business Perspectives on US-Japan Economic Relations"**
[Japanese Business Federation Headquarters]

Ichiro Hara, Director, International Affairs Bureau, Keidanren

Discussions with business executives on US-Japan trade relations, market access and non-tariff barriers, and investment in the United States. This is convened at the headquarters of the Japan Business Federation (Keidanren), which is analogous to the US Chamber of Commerce.

13:30-14:00 Travel by taxi to JCIE offices

14:00-15:00 Roundtable on US-Asia Relations with Foreign Policy Experts

[JCIE]

Ryo Sahashi, Associate Professor of International Politics, Institute for Advanced Studies on Asia, University of Tokyo

Tsuneo Watanabe, Senior Research Fellow, Sasakawa Peace Foundation

Naoko Eto, Research Fellow, Institute of Developing Economies, Japan
External Trade Organization

Roundtable discussion on regional relations in East Asia with mid-career experts on US-Japan relations, as well as relations with China, and Taiwan.

15:00-15:45 Travel by taxi to Meiji Jingu

15:45-17:00 “Religion & Politics in Japanese Society”

[Meiji Jingu Shrine]

Rev. Moriyasu Ito, Priest, Meiji Shrine; Director of International Affairs
Division, Meiji Jingu Intercultural Research

Rev. Taisuke Usui, Priest, Meiji Shrine

Briefing on the role that Shintoism and other Japanese religions play in contemporary society and how they influence the political debate by former foreign ministry official turned Shinto priest

18:30-20:00 Optional Group Dinner

Optional Group Dinner

Wednesday, May 29

9:00-9:45 Check out from hotel & depart by taxi to Tokyo Station

Check out from hotel & depart by taxi to Tokyo Station

9:50-11:31 **Bullet Train (Nozomi 105) from Tokyo Station to Nagoya**

Bullet Train (Nozomi 105) from Tokyo Station to Nagoya

12:00-13:30 **“Japan's Nonprofit Sector, Its Challenges, and Its Role in Local-Level Governance and International Affairs” – Lunch Briefing**

“Japan's Nonprofit Sector, Its Challenges, and Its Role in Local-Level Governance and International Affairs” – Lunch Briefing

Hideko Katsumata, Executive Director & COO, JCIE/Japan; Director, Japan NPO Center; former Commissioner, Prime Minister's Commission on the Reform of Public Interest Corporations.

One of the most prominent women leaders in Japan's nonprofit sector will outline the growth of Japan's nonprofit sector since the 1990s, how it has struggled to serve as an alternative voice in a policymaking system that has been traditionally dominated by the government, and what nonprofit movements are doing to strengthen local-level governance and alignment with the Sustainable Development Goals.

13:30-14:50 **Briefing on Nagoya's Urban Revitalization Efforts and Nagoya Castle.**
Briefing on Nagoya's urban revitalization efforts and a site visit to Nagoya Castle to discuss the role that the strategies surrounding the castle neighborhood have played in Nagoya's urban renewal strategy.

15:00-16:20 Site Visit to Chuden Wing Company: Exploring Models for Workplace Accessibility

Chuden Wing Co., a subsidiary of Chubu Electric Power Company is a design and printing company that proactively recruits people with physical and developmental disabilities. It operates with 100+ staff members, nearly three-quarters of whom have some form of disability, and it has become a model of ways to make workplaces in Japan more accessible and inclusive.

16:40-17:10 Meeting with Governor of Aichi Prefecture

Hideaki Ohmura, Governor, Aichi Prefecture

Meeting with governor of one of Japan's leading prefectures in terms of industrial output and innovation. Will discuss Aichi's involvement in US-Japan trade and investment, what this means at the local level.

17:10-18:15 Aichi Prefectural Government Briefing: “Aichi’s Local Economic Revitalization Agenda”

Officials from the Aichi Prefectural Government's Department of Industry and Labor, as well as other departments, will discuss Aichi's economic growth, investment, and trade promotion strategy.

18:15-18:30 **Bus to hotel**

18:30 Check in to Nagoya Tokyu Hotel

19:15 Informal Dinner

Thursday, May 30

9:35 Check out of hotel & meet in main lobby

9:45-11:00 Bus to Toyota City

11:00-14:45 **Toyota Site Visit: Cutting-edge Technologies in Transportation**

- Briefing on New Technologies & Guided Tour of Toyota Kaikan Museum

- Lunch Roundtable with Toyota Executives
- Site visit to Motomachi Assembly Plant

Participants will begin with an introduction and display of cutting-edge mobility and energy-saving technologies that Toyota has developed to deal with environmental challenges and aging populations. This will be followed by discussion with Toyota executives on trade and investment, and then end with a site visit to an assembly plant which employs over 7,000 people.

14:45-16:00 Bus to Nagoya Station

16:30-18:13 Bullet Train (Nozomi 32) from Nagoya Station to Tokyo

18:30-18:50 Taxi to Ginza area

19:00-21:15 **Dinner Discussion with Asia Experts**

In this dinner discussion, 3-4 American and other expatriate Asia experts based in Tokyo, will discuss how US-Japan relations are viewed from Tokyo, insights from their experiences living in Japan and working on US-Asia economic and security relations, and how to interpret what program participants have heard over the week of meetings.

21:15-21:40 Travel by taxi to Hotel New Otani & check-in

Friday, May 31

9:10-9:40 Travel by minibus to US Embassy, proceed through security

9:45-10:45 **US Embassy Briefing on US-Japan Relations** [US Embassy]

3~5 US Embassy representatives

Briefing on issues in US-Japan relations including military bases in Japan, the role of the US-Japan alliance in terms of policy towards North Korea and China, trade relations, etc.

10:45-11:15 Travel by minibus to Liberal Democratic Party Headquarters

11:15-11:45 **Meeting with Chief Cabinet Secretary**

Hon. Yoshihide Suga, Chief Cabinet Secretary of Japan; Member, House of Representatives [Cabinet Office]

16:10 Depart Narita Airport (United # 804); arrive at IAD at 15:50 the same day

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